

## **WORKFORCE DEVELOPMENT COUNCIL**

### **Planning Committee Meeting Minutes Held on October 15, 2008**

#### Attendance

Members Present: Signe Godfrey, James Hardway, Steve Lee, Ryan Markham, Debbie Kim Morikawa, Lester Muraoka, Mike Rota, Norman Sakamoto, Robert Shore, Jim Tollefson.

Staff and Guests: Marilyn Matsunaga, Francisco Corpuz, Carolyn Hildebrand, Cynthia Nakamura, Anna Powell, Elaine Young

Chair Mike Rota called the meeting to order at 10:20.

1. At that time there was not a quorum.
2. A quorum was reached at 10:25, at which time the minutes of the October 8 meeting were approved.
3. There were no public comments on the agenda.

#### Presentation and Discussion

Member Hardway continued the powerpoint presentation overview started at the last meeting. The committee proposed changes and posed questions that will refine the storytelling.

1. P. 16 Keep the three overall priorities and add workforce housing.
2. P. 16 Rephrase goal from “high-skills” to “required and projected occupational demand”. Base on this, the specific recommendations will be revisited.
3. P. 17 Note that the active part is the delivery of “timely” education and training.
4. Pp. 21-32 Projections are based on standard US Bureau of Labor Statistics (BLS) trend-based methodology. Information on methodology will be sent to members.
5. Pp. 21-32 Select a handful of charts that makes the most sense. Replacement and net job growth data make sense. For workforce development, the following also make sense: a) industry-context projections for economic development stakeholders and occupation-context projections for education and training stakeholders, b) magnitude of replacement, education and training needed, c) real numbers rather than percentages, and d) local level data.
6. Pp. 28-29 Estimate dollar value per occupation, e.g. avg. wage x total number.

7. P. 31 Tie this set of projected demand with supply, education and training capacities, and stated goals, e.g. How many bachelor's degrees have been awarded? How does this tie with P-20 Initiative's target of 55% college graduates?, How should funds be prioritized?, What mixes of training and education will be realistic?, Which goals are forwarded?
8. P. 31 Take into account the following: a) projections can be wrong, b) difference between "demand" and "desired" directions, c) local variations, and d) define terms.
9. P. 31 Recommend actions to address the dichotomy that local level program implementers face. One part of the dichotomy is the call to produce more college graduates and the other to ensure entry-level work skills.
10. P. 33 DBEDT continues to explore the best way to measure emerging industries. DBEDT's preliminary data is designed to be consistent with Hawaii Science and Technology Institute's latest report and DLIR's occupational projection methods.

#### Assignments and Meetings

- Member Hardway asked each member to generate a list of five recommendations. Members can email recommendations to James Hardway or Carolyn Weygan-Hildebrand by October 22. Staff will compile the recommendations and divide them among the four stated priorities. The recommendations will be sorted to address the scope of the plan-i.e. general population, primary industries, and/or emerging industries. Members can review past WDC recommendations and the NGA Governor's Guide to Creating a 21<sup>st</sup> Century Workforce. Members can choose past recommendations or offer new ideas.
- Staff will go back to all the slides and hone the presentation for next meeting.
- The proposed October 22 meeting was cancelled to give members and staff the week to complete their assignments. The next meeting will be on October 29 from 10:00 to 11:30.

#### Adjournment

Chair Rota adjourned the meeting at 11:30.